



Stansbury Service Agency Of Tooele County

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A Public Hearing of the Stansbury Service Agency of Tooele County was held Wednesday, December 9, 2015, at 7:00 pm, at the Stansbury Park Clubhouse, 1 Country Club, Stansbury Park, UT 84074. Notice of the Public Hearing was published in the Tooele Transcript-Bulletin and on the Public Notice Website. The purpose of the hearing was to take public comment on and discuss the 2015 Amended Budget and the 2016 Final Budget.

Chairman, Neil Smart opened the Public Hearing.

Pledge of Allegiance: led by Cub Scout, Aidin Johnson

Roll Call:

Glenn Oscarson - present
Jamie Lindsay - present
Rod Thompson - present
Neil Smart - present
Gary Jensen - present
Michael Johnson - present

Staff:

Randall Jones - present
Miriam Alsup - present

Amended 2015 Budget

Michael asked Randall what the changes were in the 2015 Budget and Randall stated that there was an increase in the general property tax as we collected roughly \$24,000 more in property taxes. He added that we received more than usual revenue from the swimming pool this past year and we are pulling money in from the fund reserve to transfer to capital facilities - about \$400,000. The original budget was \$1,006,940.00.

Neil asked if there were any public comments regarding the Amended 2015 Budget and there were none.

2016 Final Budget

Neil mentioned that they look at previous years' budgets to assist in preparing a current budget so that money is not spent that is not available, and that Randall has done a great job the past couple of years to help maintain the budget. Michael stated that the big issue regarding the new budget is the proposed 8% wage increase. Rod stated that in looking at last year's budget that there was a \$173,000 for full time wages and salaries, and it is now combined into one line item for the coming year at \$176,000 and questioned the extra \$3,000. Randall answered that three additional part-time employees will be hired since the clubhouse cleaning and scheduling will be in-house. Mike added that if you do the math to increase wages by 8%, that it comes to a lot more than \$3,000. Randall explained that a lot was saved this

past year in employee costs, and by giving the employees an 8% wage increase it would actually only be a 1.5% increase to the agency above last year. Mike asked for further explanation, and Randall said that due to changes in employees, we were able to bring people in at lower wages, and that is why increasing the wages by 8% will only cost the agency 1.5%.

Randall added that built into this budget is money that will be taken out of fund reserve which is not normally done. Normally we let the fund reserve build until it is needed to be transferred into the capital facilities plan because we can only carry up to one year's worth of property tax in the fund reserve. Since most of the projects we budgeted for this next year are maintenance projects, the money is not taken out of the capital improvement fund, it comes out of the general fund. So instead of transferring money to the capital improvement fund, it was left in the fund reserve and that's why the 2016 budget is roughly \$230,000 more this year.

Jamie verified that the large equipment purchases this past year were the lake mower with Randall adding the purchases of a new truck and vacuum. Glenn asked if leasing instead of purchasing large equipment for this coming year would be better. Randall stated that we are getting such a good deal with the modifications we need, and the way it needs to be set up, that leasing probably would not allow what we need or be practical.

Randall mentioned that next year we have \$212,000 budgeted for maintenance projects above and beyond the normal maintenance that we do, and we have \$189,000 in capital improvement projects budgeted. Rod asked that since we are changing the way the clubhouse scheduling will be, are we going to increase the rental fees? Randall answered that we will have about \$10,000 in savings taking the scheduling in-house and saw no need. Randall added that the budget reflects the 300% increase in water rates.

Neil stated that the budget looks fine and the matter of the 8% wage increase was the only question which was addressed in a closed session prior to this hearing. Neil asked if any of the public had questions or comments regarding the 2016 Budget. There were no public comments or questions.

Michael made the motion to close the Public Hearing on the Amended 2015 Budget and the Final 2016 Budget. Glenn seconded the motion and the vote was as follows:

Glenn - yes	Neil - yes
Jamie - yes	Gary - yes
Rod- yes	Michael - yes

The motion passed.

The Public Hearing was closed.

Chairman, Neil Smart, opened the regular scheduled meeting for Stansbury Service Agency of Tooele County with the agenda having been published in the Tooele Transcript-Bulletin and on the Public Notice Website.

Business Meeting:

Review and Adopt Minutes:

Rod mentioned that the November 11 minutes stated discussion took place throughout the year with the Board Members regarding the 8% wage increase. Rod asked if that was correct. Miriam answered yes. Rod asked if the 8% was a new number and Randall answered that number was put on the Tentative 2016 Budget, having discussed wage increases throughout the year.

Michael made the motion to adopt the minutes and Glenn seconded the motion. The vote was as follows:

Glenn - yes

Neil - yes

Jamie - yes

Gary - yes

Rod - yes

Michael - yes

The motion passed.

Public Comment: none

Amended 2015 Budget:

Michael made the motion to approve the Amended 2015 Budget with Glenn seconding the motion.

The vote was as follows:

Glenn - yes

Neil - yes

Jamie - yes

Gary - yes

Rod - yes

Michael - yes

The motion passed.

Final 2016 Budget:

Michael stated that the information just presented in the closed session regarding the budget changes was helpful. He added that he felt the General Manager's salary needed to be delineated from the other employees and although Randall is doing a very good job, it is harder to justify, in his mind, a 8% raise for the General Manager 's position along with everyone else. Michael stated that he felt the General Manager deserves a raise, but was concerned that it might be too much at this point.

Neil mentioned that since we almost had a full staff turnover, this may be a difficult question to answer, but he wanted to know what was the raise for employees last year. Randall answered it was about 12% for full time employees because they were significantly underpaid and we brought them up to where they should be. Neil asked if we were still trying to shoot for a higher range of pay and Randall stated no because the new employees were brought in at a lower range and they were not making what their counterparts were making when they left our employ. Neil mentioned that they were trying to pay different employees at different levels and the problem is that there is no pay scale that helps make a good decision regarding our personnel. He added that using an average mean of wages from Tooele City, Tooele County, Grantsville, and SPID would be beneficial and he feels that we're putting the cart before the horse. Neil stated that even though the employees are doing an outstanding job, having job descriptions and actual work levels, will help in the decision process.

Glenn added that looking at job descriptions will help determine what the pay for that particular job is worth and he is very much interested in being part of the determining party regarding jobs and descriptions. He commented that if an employee is grossly underpaid, then giving an 8% wage increase might be nothing compared to what that employee is worth to the agency.

Randall stated that even with the 8% increase, the employees are still grossly underpaid compared to what their counterparts are being paid. More discussion took place with Board Members agreeing that a pay scale is needed which Randall was intending to do as soon as the employees were raised to a comfortable pay range.

Michael asked Randall not be offended, but he has a hard time giving Randall an 8% increase, not because he doesn't deserve it, but Randall was given \$5,000 last year and that makes \$10,000 in the last two years. Michael proposed approving the budget and giving Randall a \$3,000 increase which would be about a 4.5% raise, and then next year give another one if he continues to do a good job.

Neil mentioned that he feels 100% that projects are happening the way we want them to and he knows for a fact, that Randall's interaction with the Board could use some help; he thinks we have a great crew; he thinks that Stansbury looks good. The 8% increase across the board is what he is not comfortable with - but as Glenn stated, are we going to struggle over the 8% or find out if we are in the median or not, and if we are in the median, then 4% is plenty, but if we are below the average, then we need to be more competitive with our sister companies and communities,.

Randall asked if they would like the regional average because he has it off of the DWS website and Rod responded no because it was kind of late for that, and felt that the Board should have been involved in the study. Rod added that it is a bit awkward to start negotiating average salaries when there is an entire study that needs to be done, and job descriptions that need to be written, and a wage range that needs to be adopted. He doesn't believe that the Board is ready to adopt a wage range right now.

Neil suggested that after research was completed with neighboring entities, that it would make more sense to approve a 4% wage increase now, and then amend the budget by increasing the wages within the first quarter of the year, which then would present a scale to justify the wages. He added that even though Randall has done the research, he would like to see a spreadsheet with the study results.

Rod made a motion to approve the budget subject to the \$3,000 increase in full time employees' salaries taking effect if the study so warrants. Mike amended Rod's motion to approve the budget as drafted and effective January 1, we give all employees a 4% raise with the understanding to amend the budget, if those numbers provided by Mr. Jones, demonstrates that would be appropriate. Rod seconded the motion and the vote was as follows:

Glenn - yes

Neil - yes

Jamie - yes

Gary - yes

Rod - yes

Michael - yes

The motion passed.

Review Personnel Policy & Procedures:

Randall stated that Neil had asked him to review the Personnel Policy and Procedures to see if we were compliant with State regulations on what needs to be addressed. We are required, by law, to do that every year and we typically report on that review in this meeting. Randall has gone through all the policies and procedures and we are compliant. Michael asked if that was an area that we are audited on and Randall answered yes.

Purchase of GPS Unit:

Randall explained that we don't know where any of the valve boxes are, where the sprinkler heads are, where timers are, where shut off valves are - everything is underground and with the type of grass that grows here, you would have to purposely and continually trim around every valve box head, or it would be gone. Since SPID has the same issues, they are willing to go in together with us and purchase a respectable GPS unit that can give accurate elevation, and is accurate within centimeters. The agency's cost would be \$8200; it would be all inclusive with software, and a written agreement would be generated stating that both parties would have shared ownership.

Mike made the motion to authorize the General Manager to expend up to \$8300 to purchase in conjunction with SPID a GPS Unit, providing that before payment is made to SPID, the Manager has an agreement outlining that the agency owns one-half of the unit, and is entitled to half of its use. Gary seconded the motion and the vote was as follows:

Glenn - yes

Neil - yes

Jamie - yes

Gary - yes

Rod - yes

Michael - yes

The motion passed.

Purchase of Tractor:

Randall reported that his research shows that the only way the agency can maintain the sports fields, with the level of use they get, is to overseed them while they are in use. The slitseeder is a proven method of germination upwards of over 90% and so within two weeks, a bare spot in the grass can be growing new grass. The tractor that would be the best buy for what is needed is a Kioti, 66 hp, with a loader and turf tires is at \$32,400. He added that we could put a bucket on the front and have it for many uses for the next 25 years. The tractor would come from this year's budget and the overseeder would come out of next year's budget. An overseeder made by Redexin meets all the specifications and is \$13,857, delivered.

Glenn made a motion to expend up to \$36,312.46 for a new tractor that would include a front end loader and turf tires. Gary seconded the motion and the votes was as follows:

Glenn - yes	Neil - yes
Jamie - yes	Gary - yes
Rod - yes	Michael - yes

The motion passed.

Purchase of Overseeder:

Jamie made a motion to allow Randall to purchase an overseeder not more than \$14,000 from the 2016 Budget. Glenn seconded the motion and the vote was as follows:

Glenn - yes	Neil - yes
Jamie - yes	Gary - yes
Rod - yes	Michael - yes

The motion passed.

Installation of Well Pump Flow Meters:

Randall stated that by law the agency needs to monitor the flow of any water taken out of the ground and we've had flow meters on all of the water sources, but many of them have gone kaput and we need to replace them. We need to put a new flow meter on the Gordon Well; we need to repair the flow meter on the Mill Pond pump; we need to put a new flow meter on the test well; we need to put a new 4 inch flow meter on the Erda Well. He was only able to get two companies to submit bids on this project and Zimmerman Well Service came in with the lowest bid at \$6905 and the money will come out of the lake maintenance line.

Glenn made a motion to expend up to \$7,000 for flow meters in order to comply with regulations. Mike seconded the motion and the vote was as follows:

Glenn - yes	Neil - yes
Jamie - yes	Gary - yes
Rod - yes	Michael - yes

The motion passed.

Adopt 2016 Meeting Schedule:

Mike made a motion to adopt the 2016 Meeting Schedule. Glenn seconded the motion and the vote was as follows:

Glenn - yes	Neil - yes
Jamie - yes	Gary - yes
Rod - yes	Michael - yes

The motion passed.

Recess: - none

Neil reported that Clearwater Homes wants to turn over the property right now so that it will close before the end of the year, but it looks like the County cannot complete their process before the end of the year. The agreement is not acceptable as it is written and even though Clearwater Homes is in a time crunch, the agency is not. Neil concluded that if the County completes their process, and the agreement is corrected and approved, then a Special Meeting can be called to accept the property donation.

Manager's Report:

Randall reported that the rock work has been completed all the way to the peninsula and the contractor is still working on getting the concrete out to put into the middle of the peninsula. The landscaper has put all of the sprinkler system in up to the back patio and they just need to put in the timers. Mike asked about splitting the project between the two budgeted years and Randall said that next year's budget will need to be amended at the end of the year.

Board Members' Reports & Requests:

Glenn Oscarson - There is an interment coming up and there are currently 14 or 15 interred.

Jamie Lindsay - nothing at this time.

Rod Thompson - nothing at this time.

Neil Smart - Baseball had asked that the agency help with projects next year and in discussing their list with Randall, we decided to help with purchasing scoreboards.

Gary Jensen - nothing at this time.

Michael Johnson - nothing at this time.

Correspondence: none

Financials and Bills: checks were signed and the bills taken care of.

Discussion was held on whether or not to invite Kimberly to the Christmas Dinner and Neil will contact Kimberly.

Jamie made the motion to adjourn the meeting. Glenn seconded the motion and the vote was as follows:

Glenn - yes

Neil - yes

Jamie - yes

Gary - yes

Rod - yes

Michael - yes

The motion passed and the meeting was adjourned.